

**KENTUCKY BOARD OF SOCIAL WORK
MINUTES OF THE BOARD OF DIRECTORS' MEETING
Tuesday, September 26, 2016**

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, September 26, 2016, at the board office located at 43-44 Fountain Place, Frankfort KY 40601.

MEMBERS PRESENT

Bill Adcock, LCSW, Chair
Dr. Jay Miller, Vice Chair
Janice James, LCSW
Sharon Sanders, LCSW
Jay Davidson, LCSW

MEMBERS ABSENT

Sally Rhoads, LCSW
Hilma Prather, Public Member

OTHERS PRESENT

Brian Judy, Board Counsel, Assistant Attorney General

BOARD STAFF PRESENT

Florence Huffman, Executive Director
Lindsay Redman, Staff
Lisa A. Turner, Staff
Molly Bode, MSSW Intern
Pat Wasson, Staff

CALL TO ORDER

Bill Adcock, LCSW, Chair, called to order the regular meeting of the board at 11:15 a.m.

INTRODUCTION OF GUEST

Bill Adcock welcomes Pat Wasson, the board's new temporary staff member from Adecco. the

APPROVAL OF MINUTES

A motion was made by Jay Davidson to approve the minutes of the August 23, 2016 board meeting as presented; seconded by Sharon Sanders, motion carried.

EXECUTIVE DIRECTOR'S REPORT

Florence Huffman, ED
Lindsay Redman

- a. Operations Report for August 2016
 - 1) Documents Received and Processed
 - Applications received: 51 total
 - Applications approved: 39 total (Bachelors exam: 2; Masters exam: 19; Clinical exam: 18)
 - Initial licenses issued: 73 total (LSW: 6; CSW: 43; LCSW: 24)
 - Supervision contracts: 55 contracts were approved; 28 contracts were deferred due to incomplete contracts
 - Reinstatements: 3
 - Temporary Permits: 1 non-clinical temporary permit approved and 3 clinical temporary permits approved.
 - 2) As of September 22, 2016, the number of active Licensed Social Workers is 636; Certified Social Workers is 2,351; and Licensed Clinical Social Workers is 2,309.
 - 3) Ms. Huffman reported the progress of archiving of 2007-2012 expired agency files stored at the Kentucky Department of Archives.

- b. Education and Outreach / Technology
 - A secure site has been completed by Kentucky Interactive. Each board member needs a ky.gov email account to utilize this feature.
 - Kentucky Interactive continues to work on online upgrades.
- c. ASWB
 - Ms. Huffman will attend and co-facilitate the ASWB 2016 Administrator's Forum on September 30, 2016 – October 1, 2016 in Washington D.C.
 - Janice James and Florence Huffman will attend the ASWB 2016 Delegate Assembly on November 17-20, 2016 in San Diego.
- d. Bill Adcock recommended resuming continuing education audits.
- e. Ms. Huffman is pursuing an analysis of data to determine how many of the CSWs are working under a supervision contract.
- f. Ms. Huffman described the modifications required by the Governor to the state dress code to now include a religious exemption.

FINANCIAL REPORT

Florence Huffman, ED

- a. Report of Expenditures and Revenues
 - September 2016
 - Sum of Revenues: \$55,200
 - Sum of Expenditures: \$65,516
 - Cash Balance: \$418,206
- b. Travel and Per Diem
 - A motion was made by Sharon Sanders to approve board members' travel and per diem; seconded by Jay Davidson, motion carried.

COMMITTEE REPORTS

Bill Adcock, Chair

- a. Complaint Review: Janice James, LCSW and Bill Adcock, LCSW
 - 14-26: The committee recommended dismissal; seconded by Jay Davidson, the board approved the recommendation.
 - 16-19 A: The committee recommended dismissal; seconded by Sharon Sanders, the board approved the recommendation.
 - 16-19 B: The committee recommended that an investigation be opened; seconded by Jay Davidson, the board approved the recommendation.
 - 16-19 C: The committee recommended dismissal; seconded by Sharon Sanders, the board approved the recommendation.
 - 16-20: The committee recommended that an investigation be opened; seconded by Justin Miller, the board approved the recommendation. Janice James recused herself.
 - 16-22 and 16-23: The committee recommended dismissal; seconded by Justin Miller, the board approved the recommendation.
 - 16-27: The committee recommended that an investigation be opened and that an administrative subpoena be issued for medical records; seconded by Jay Davidson, the board approved the recommendation. Janice James recused herself.
 - 16-28: The committee recommended that an investigation be opened; seconded by Sharon Sanders, the board approved the recommendation.
 - Brian Judy will prepare an Order of Dismissal for Administrative Action No. 16-KBSW-0133, officially closing the case.

- b. Application Review Committee: Jay P. Davidson, LCSW and Sharon Sanders, LCSW
 - The committee recommended the application from Angela Rhein be approved; seconded by Janice James, motion carried.
 - The committee recommended the application from Lonnie Williams be approved; seconded by Jay Miller, motion carried.
 - The committee recommended in committee session that the application for Brian Baker be approved. Motion pending to be brought before the full board for approval at the next board meeting.
- c. Supervision: Dr. Justin Miller, CSW; Sally Rhoads, LCSW; Jay Davidson, LCSW
 - No report for today's meeting.
- d. Continuing Education: Dr. Justin Miller, Ph.D. and Hilma Prather
 - No report for today's meeting.

OLD BUSINESS

Bill Adcock, Chair

- a. The Continuing Education regulation 201 KAR 23:075 will be refiled with LRC.
- b. The RFP for a licensed social worker to serve as contract investigator was approved by Finance and was posted September 23, 2016. Problems with RFP approval will be a topic for discussion at the next meeting of Agency Executive Directors to be held in October.

NEW BUSINESS

Bill Adcock, Chair

- a. A motion was made by Jay Miller to issue a refund to David Rupsch; seconded by Sharon Sanders, motion carried.
- b. A motion was made by Janice James to issue a refund to Emma Bobbitt; seconded by Sharon Sanders, motion carried.
- c. The board discussed an amendment proposed by supervisors to permit a seamless transition from a temporary permit to licensure. No action was taken.
- d. The board discussed the end of the amnesty period waiving fines for social workers who work for a federal-tax exempt organization and who practice clinical social work but are not licensed as a CSW or LCSW that will end on December 31, 2016 (KRS 335.010).

ADJOURNMENT

There being no further business to come before the board, a motion was made by Janice James to adjourn; seconded by Jay Davidson, motion carried. The meeting adjourned at 12:30 p.m.

NEXT MEETING: 11.am. EST, October 25, 2016, 43-44 Fountain Place, Frankfort, KY 40601

REVISED BOARD MEETING SCHEDULE

December 6, 2016 is scheduled as a new board meeting date. The regularly scheduled November and December meetings are cancelled.

Approved:



William M. Adcock, Chair

October 25, 2016